

DEPARTMENT OF HEALTH SERVICES

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CMSP Letter No: 00-1
Issue Date: January 14, 2000

TO: All County Medical Services Program Welfare Directors

SUBJECT: Mail-In Applications

On September 8, 1999, the County Medical Services Program (CMSP) issued CMSP Letter Number 99-11 authorizing CMSP counties to accept mail-in redeterminations as an option, rather than to require a face-to-face visit. Since that time the Medi-Cal Program has mandated a mail-in application process for the initial intake as well.

This CMSP Letter is to clarify that the CMSP *continues to require a face-to-face at the initial intake* and will not accept mail-in applications. The CMSP will continue to monitor the Medi-Cal process and if any changes are warranted to the CMSP, counties will receive notification.

In addition, the CMSP would like to stress that it is very important that the CMSP 219 Rights and Responsibilities form be obtained, signed, and dated for every mail-in redetermination packet processed. The CMSP 219 is to be filed in the CMSP casefile.

If you have any questions concerning this issue, please direct them to Mr. Gary Varner at (916) 322-1613.

A handwritten signature in cursive script that reads 'Linda McFarland'.

Linda McFarland, Chief
County Medical Services Program Unit

cc: Mr. Gary Varner
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